

VISVA-BHARATI
SANTINIKETAN

Aca./R-6.3/1207/2016-2017

Dated: 13/12/2016

Prof. Sukanta K Sen
Co-ordinator
SAP-DRS Programme II
Department of Botany
Siksha-Bhavana, V.B.

Subject : Administrative approval for hiring of secretarial Assistance under UGC-DRS-SAP (Phase-II) Programme under Co-ordinator Prof. Sukanta K Sen, Department of Botany, Siksha-Bhavana, Visva-Bharati.

This is to inform you, that your proposal for administrative approval for hiring of secretarial assistance in respect of the persons mentioned below from July 2016 to June, 2017 in connection with the above said programme has been approved by the competent authority.

1. Sri Sunil Dawn, Accounts Office @ Rs. 4000/- per month,
2. Sri Radharaman Mondal, (Lab. Asstt.), Botany @ Rs. 3,000/- per month,
3. Sri Prabir Kumar Ghosh, (Tech. Asstt.), Botany @ Rs. 1000/- per month,

As proposed by you, the expenditure of secretarial assistance may be met out of the budget head "Hiring the Services" of the said programme, subject to availability of fund.

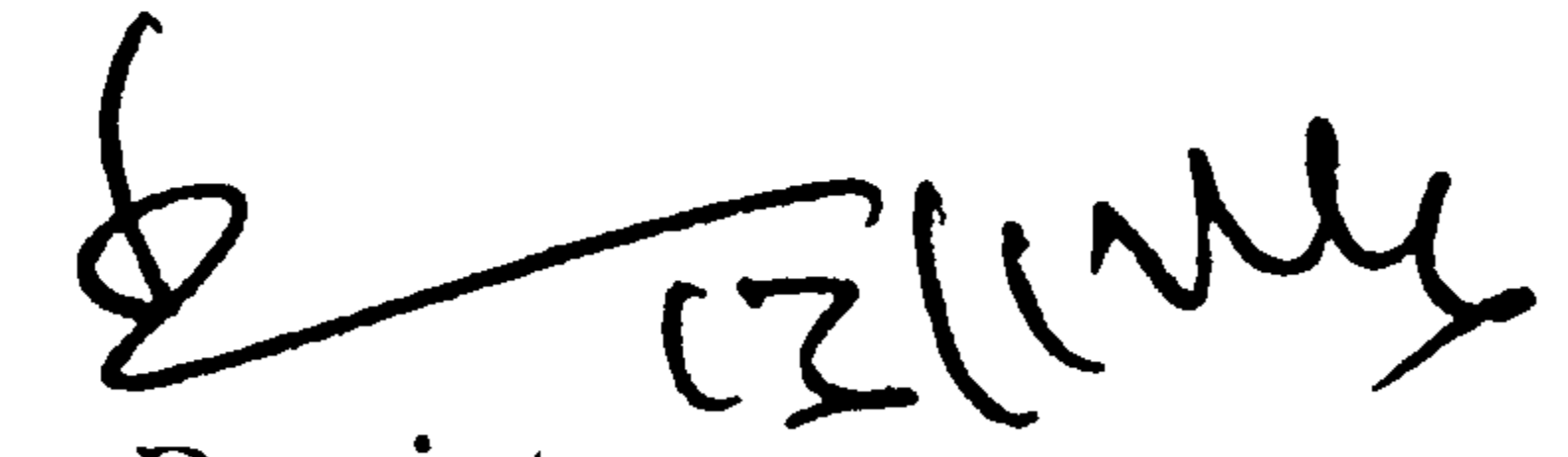
Sd/-
Deputy Registrar
(Academic & Research)
Visva-Bharati

No. Aca.R-6.3/1207/2016-2017

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Copy forwarded for information and necessary action to:

1. The Adhyaksha, Siksha - Bhavana, V.B.
2. The Head, Department of Botany, V.B.
3. The Accounts Officer, V.B.,
4. The Internal Audit Officer, Visva-Bharati,
5. The University Webmaster- to uploade it on the University website.
6. Guard file


Deputy Registrar
(Academic & Research)
Visva-Bharati